

Dry Drayton Parish Council

I hereby give notice that the Annual Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 12th May 2026 at 7.00pm, at Dry Drayton Village Hall, High Street, Dry Drayton CB23 8BS

The Public & Press are cordially invited to be present (except for any item on the agenda labelled confidential) but is not a public meeting. The order of business maybe varied at the Chairman's discretion.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below:

Mrs S Etherington-Meech

Sarah Etherington-Meech (CiLCA) - Proper Officer/Parish Clerk, 7th May 2026

Agenda

1. Election of Chairman and signing the Declaration of Acceptance of Office
2. Election of Vice-Chairman
3. To confirm Parish Councillors have signed a Declaration of Acceptance of Office
4. Return of electoral expenses
5. To request all Members, complete a Register of Interest form following the election period
6. To Accept Parish Councillors Declarations of Interest for Matters on the Agenda

Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the Code of Conduct. ALL dispensations requests must be made to the Clerk prior to the meeting.

7. To Agree to hold a Public Forum

The maximum time allotted for the Public Forum is 15 minutes and a member of the public shall not speak for more than 3 minutes. The Public Forum is to provide an opportunity for members of the public to raise questions for items that are on the current agenda. However, a question shall not require a response at the meeting nor start a debate on the question. At the close of this agenda item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting.

8. To consider applications and co-option for two ordinary vacancies – Thomas (Sean) Houlihane
9. To Approve the Minutes of Meeting held on Tuesday 14th April 2026
10. Matters Arising from the Minutes, Report of any actions, Resolutions from last meeting & ongoing matters

10.1 Update on outstanding Highways issues (EM) including:

10.1.1 Highways and private contractor quotes for further works of broken handrail and steps on footpath

10.1.2 Explanation why Report IT log for condition of the dangerous and narrow footpath on Oakington Road has been flagged as closed as serious injury resulting in injuries to residents

10.2 Update on traffic modelling for Scotland Rd travel hub and proposed link for an NMU (RS/EM)

10.3 Update on resident concerns over carcinogenic weed spraying by CCC (RS/EM)

10.4 Investigate with SCDC names on housing list for Dry Drayton (RS)

10.5 Respond to CCC Active Travel Close Pass Campaign with sign locations (SEM)

10.6 Update on adding the Black Horse pub to SCDC Asset of Community Value Register and discussions with SCDC as to whether landowner and tenant permission is required (SEM/CG)

10.7 Update on commencement date for 2024/25 LHI application (SCA)

10.8 Update on checking and maintenance of the defibrillator from the current designated person (SEM)

10.9 Update on frequency of emptying of new dog waste bin on Park Lane by SCDC and invoice (SEM)

10.10 Update in relation to streetlighting for 'The Drift' and grant funding sources (RS & EM)

10.11 Update on ZCC application for solar powered streetlighting including obtaining a quote from Suffolk Streetlighting for completing the admin work for a Section 171 licence (JG)

10.12 To respond to email received in relation to a mobile grocery service (SCA)

10.13 To check with Speedwatch for approval process for permanent MVAS locations and check with CAPALC/auditor in relation to spending outside budget for MVAS (SEM)

10.14 Update on meeting held with Cambridge 25 on 30th April 2026 (TSH)

11. To Accept a Report from County and District Councillors

12. To Discuss Planning Matters

- a. Applications received for consideration

- i. 26/01475/PRIOR - Scotland Farm, Scotland Road - Extension to existing agricultural spray storage building – For information only

- b. Decisions received from South Cambs District Council

- i. 26/01095/PRIOR - Rectory Farm Scotland Road Dry Drayton - Change of Use of Buildings on Agricultural Units and former Agricultural Buildings to 4 No. Dwellinghouses (Class C3) – Application withdrawn

13. Matters for discussion/correspondence received

13.1 For information - Tritax Park Queens' Cambridge - consultation invite for 12th May 2026

- 13.2 To discuss completion of South Cambs District Council – Community Chest Fund application for repairs to the village hall roof
- 13.3 For information - East West Rail Spring 2026 Consultation: Parish Council & Residents' Association Briefing - Wednesday 20 May (18:00 - 19:00) – Virtual
- 13.4 To discuss health hazard concerns raised in relation the bin adjacent to the high street bus stop that is used by dog walkers for animal waste
- 13.5 For information – Notification from Cambridgeshire County Council of LED Streetlighting Replacement Programme – to take place in April and June 2026
- 13.6 For information - The next meeting for the Northwest & West community forum will take place on 11 June
- 13.7 To discuss email in relation to an unregistered strip of land between Blackgate House and the Highway believed to be owned by the parish council - confirmation is being sought of free and uninterrupted access over this land

14. Allotments

- 14.1 To provide an update on any matters in relation to the allotments
- 14.2 Update on Cllr Wright drafting a revised rental agreement for 2026/27 and circulation to the NAS and councillors for their comments

15. Consultations

- 15.1 East West Rail – Spring Consultation 2026 – Final route-wide consultation from 14th April 26 - 9th June 26 – feedback form to be completed following collation of councillor comments

16. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1st April 2026 and 30th April 2026
 - i. South Cambs District Council – Precept for 2026/27 - £26,000.00
- c. Payments made between 1st April 2026 and 30th April 2026
 - i. Suffolk County Council – Streetlighting Energy for 2025/26 - £63.86
 - ii. GeoXphere Ltd – Mapping Software Subscription - £45.00
 - iii. Reimbursement to Cllr Houlihane for new keyboard parts for laptop - £48.42
 - iv. CAPALC – Affiliation Fee and DPO Scheme for 2026/27 - £408.73
 - v. Reimbursement to allotment holder for water tap upgrade materials - £21.07
 - vi. Brookfield Groundcare – Grass Cut 1 of 10 - £390.00
 - vii. HMRC – Staff Tax and NI - £74.25
 - viii. Unity Trust – Bank Service Charge for March 2026 - £7.00
 - ix. Staff Costs – Period 1 - £959.91
- d. Payments to hand and scheduled payments
 - i. Dry Drayton Village Hall – Hall Hire for 14th April 2026 - £27.00
 - ii. Pristine Windows – Bus Shelter cleaning on 30th April 2026 - £135.00
 - iii. CAPALC – Code of Conduct Training for 4 councillors - £180.00 (16/05/26)
 - iv. CAPALC – Finance Training for Cllr Aldersley - £35.00 (20/05/26)
 - v. Brookfield Groundcare – Grass Cut 2 of 10 - £360.00 (29/05/26)
- e. To review the Year-end accounts
- f. To review standing orders and variable direct debits from bank account
- g. To review bank signatories and agree removal and adding
- h. Authorise due payments that arise on a regular basis
- i. To review Standing Orders & Financial Regulations and other policies & procedures
- j. To review the Asset Register for 31st March 2026
- k. To confirm insurance cover
- l. To review DDPC and/or staff subscriptions to other bodies
- m. To review employment policies and procedures
- n. To review expenditure incurred under S.137 of the Local Government Act 1972
- o. To discuss earmarked reserves and resolve amounts and purposes of earmarked reserves at year end

17. To accept notices and matter for the next agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

18. Date and time of next meeting – Tuesday 9th June 2026 at 7.00pm at Dry Drayton Village Hall

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

No items to be discussed that exclude the public and press